**Academic Assessment Committee Meeting Minutes**

**December 14th, 2021 – 3:00 pm**

**Present:** Erik Black, Shauna Buring, Laura Spears, Ferol Carytsas, Maria Leite, Tim Brophy

**Absent:** Lilianny Virguez, Chelsea Smartt, Roger Maioli, Christine Voigt

1. **Welcome**

Dr. Brophy began the meeting by welcoming everyone.

1. **Approval of the**[**October 12 Meeting Minutes**](https://fora.aa.ufl.edu/docs/1/MINUTES/Meeting%20Minutes%20October%2012%202021.docx)

AAC Members moved to approve the September 14 minutes.

1. **AAP Approval Requests**

**Team I - Dr. Erik Black, Dr. Lilianny Virguez**

[Modification of BA Dance Curriculum Map](https://secure.aa.ufl.edu/Approval/reports/16518) – **Approved.** Considering the program coordinator responded to previous request for clarification. (Dr. Black motion to approve, Ferol Carytsas second, all in agreement)

[Modification of BFA Dance Curriculum Map](https://secure.aa.ufl.edu/Approval/reports/16517) – **Approved**. Considering the program coordinator responded to previous request for clarification. (Dr. Black motion to approve, Dr. Spears second, all in agreement)

**Team II - Dr. Roger Maioli, Dr. Laura Spears**

[Modification of DAT Program Academic Assessment Plan](https://secure.aa.ufl.edu/Approval/reports/16805) – **Approved** with suggested adjustments. (Dr. Spears motion to approve, Dr. Black second, all in agreement)

[AAP and SLOs for new ISCS certificate program within APK](https://secure.aa.ufl.edu/Approval/reports/16712) – **Recycle** – Need clarifications on faculty assessment and review of outcomes. (Dr. Spears motion to recycle, Dr. Buring second, all in agreement)

**Team III - Christine Voigt, Dr. Shauna Buring**

[Combination BSCM/MSCM Reaffirmation](https://secure.aa.ufl.edu/Approval/reports/16762) – **Approved.** Plan covered all required aspects. (Dr. Buring motion to approve, Dr. Spears second, all in agreement)

[Cancer: Biology, Epidemiology, and Outcomes Certificate](https://secure.aa.ufl.edu/Approval/reports/15759) – **Approved**. Provided all adjustments to the rubric as required when the request was recycled in February of 2021. (Dr. Buring motion to approve, Ferol second, all in agreement)

[Masters of Science in Medical Sciences](https://secure.aa.ufl.edu/Approval/reports/16736) – **Approved**. All SLOs are assessed appropriately, a sample rubric was provided. (Dr. Buring motion to approve, Dr. Black second, all in agreement)

**Team IV -  Dr. Chelsea Smartt, Ferol Carytsas**

[Approval of Environmental Microbiology Certificate Assessment Plan](https://secure.aa.ufl.edu/Approval/reports/16580) – **Recycle**: Originally recommended for recycling. The program provided clarification on some of the questions, but the goal associated with the increase of underrepresented students lacks a target (percentage). Professional behavior: Does career readiness align to professional behavior? What about the evaluation method? Recommendation to make changes to the rubric point criteria to reflect performance descriptors for each level of achievement (e.g., excellent, good, fair, poor and describe what each one means in terms of performance). (Ferol Carytsas motion to recycle, Dr. Spears second, all in agreement).

[BSEE SACSCOC Program Goals](https://secure.aa.ufl.edu/Approval/reports/16747) – **Approved**. Modifications are well written (Ferol Carytsas motion to approve, Dr. Black second, all in agreement)

[Youth Development and Family Sciences PHD AAP](https://secure.aa.ufl.edu/Approval/reports/16625) – **Approved**. All requirements provided (Ferol Carytsas motion to approve, Dr. Spears second)

1. **UF Quest 1 Assessment, UF Quest 2 Pilot Update**

Dr. Aaron Thomas is analyzing the data.

1. **2022 Assessment Conference – review and approval of the conference communications**

* Dr Brophy asked the AAC members if the Assessment Conference should be held online or in person?
* Dr. Buring asked what is the average number of participants?
* Dr. Brophy clarified that about 25% of participants are out of campus in regular face-to-face conferences. The committee discussed the benefits of a fully virtual conference, such as bringing more participants (International).
* Dr. Brophy pointed to the possibility to explore the option of a hybrid conference. However, there might be potential logistical issues involved, such as disconnect between virtual and f2f sessions, as Ferol Carytsas mentioned.
* After discussing pros and cons, the committee agreed the virtual format would be the safest option considering COVID variants potential impact.

1. **UF Journal update, The Journal of Assessment in Higher Education – Dr. Laura Spears and Dr. Maria Leite**

* Dr. Spears shared that a second publication this year will not be possible. Additionally, Dr. Spears mentioned the need for additional reviewers.
* Dr. Brophy suggested the preparation of a Call-for-Reviewers, so AAC members can share across their networks.

**Important dates:**

**Next Meeting:** Tuesday, January 11, 2022 3:00p.m.

Meeting was adjourned.